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26 October 1984

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2. Expanded Staff Meeting in GA-13 Auditorium

The regularly scheduled staff meeting was expanded to facilitate the attendance of the Office's Special Agents in Charge (SACs) and the Security professionals currently enrolled in the Security Officers Training Program. The SACs are concluding their week-long Conference. Each Special Agent in Charge addressed the staff meeting, gave a status report of his Field Office and expressed his satisfaction regarding the success of the Conference. Guest speakers during the Conference included the Deputy Director for Administration, the Director of Personnel, the Associate Deputy Director for Operations, Chief, International Activities Division, and

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### 3. Security Protective Officers

[ ] announced that the Agency's Protective Service is now formalized. The Officers will receive full training in December at the Federal Law Enforcement Training Center in [ ] Following completion of this training, the Officers will be authorized to carry firearms and make arrests. [ ]

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### 4. Federal Insurance Programs

The 1984 Open Season for federal employees health benefits programs was announced. Employees may make changes/adjustments to their existing coverage between 5 November and 7 December 1984. The OS/PMS staff should be contacted for further guidance. [ ]

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### 5. Combined Federal Campaign

[ ] introduced the key persons coordinating the Office of Security's participation in the annual United Fund Combined Federal Campaign. All Office personnel were urged to participate and help make the Agency-wide participation exceed last year's 50 percent level. Staff meeting attendees viewed an excellent film, "The Winners", which stressed teamwork and sharing our gifts/talents with others. [ ]

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### 6. Christmas Reception

[ ] announced the upcoming Office of Security Christmas Reception which will be held on 11 December in the North Cafeteria. All Office personnel and spouses are encouraged to attend this annual event. [ ]

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### 8. November's Expanded Staff Meeting

There will be an expanded staff meeting sometime in November. The guest speaker will be an FBI spokesman who will discuss the Samuel Morison and Richard Miller cases. [ ]

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